



DEFENSE LOGISTICS AGENCY
DEFENSE ENERGY SUPPORT CENTER
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IN REPLY
REFER TO

DESC-PHB

April 14, 1999

NOTICE

On February 8, 1998, the General Administration Agency (GSA) awarded a multi-vendor master contract with six financial institutions for the purpose of providing credit cards for Travel, Purchase and Fleet. Every Government Agency was instructed to issue a Task Order against a contractor that best met its needs in travel, purchase, or fleet.

On March 9, 1998, Dr. John J. Hamre, Deputy Secretary of Defense, made the Defense Energy Support Center (DESC) responsible for policy and program management for the fleet credit card. On June 23, 1998, DESC awarded the Task Order (UA01) to U.S. Bank; who, in turn, named Voyager Fleet Systems of Houston Texas as their authorized subcontractor. The task order was issued against GSA's master contract No. GS-23F-98002. The DoD Task Order is issued for two years with three one-year options to renew plus five additional one-year options to coincide with the GSA Master Contract. The contract performance period began November 30, 1998.

A copy of the DoD Fleet Credit Card Task Order No. UA01 can be found on the DESC home page, <http://www.desc.dla.mil>. Click on "What's new at DESC". The terms and conditions of the master contract can be found on GSA's web page, <http://pub.fss.gsa.gov/services/gsa-smartpay/>.

It is of utmost importance that the responsible DFAS Office pay the Voyager invoices for the DoD Fleet Credit Cards promptly. The Master Contract calls for Prompt Pay procedures to be followed because delayed payments may incur interest penalties. U.S. Bank and Voyager have the contractual right to cancel any credit cards that are used but are not paid for. This unilateral cancellation would be devastating to our mission. Additionally, the DoD Task Order calls for six basis points to be rebated; four to the GSA, two to the Military Unit incurring the bill. In order for us to continue receiving fuel and ancillary fleet services from Voyager, invoices must be paid promptly.

If any problems arise, please contact the Program Manager, Edward A. Munns, Jr. at 703-767-8456 or Laura Herms at 703-767-8495.

EDWARD A. MUNNS, JR.
Program Manager
Direct Delivery Fuels

